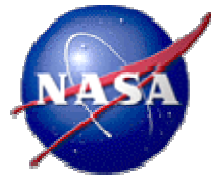




Financial Users' Network



Langley Research Center

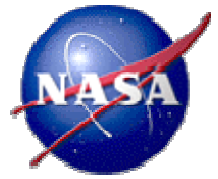
LaRC Financial Users' Network (FUN) Forum

Reid Center Auditorium

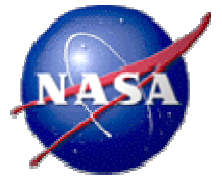
July 23, 2007



Agenda

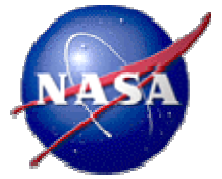


1:00 – 1:05 pm	Welcome	Kathy Ferrare
1:05 – 1:30 pm	Human Capital Information Enterprise Portal Demo	Lois Alliss
1:30 – 1:50 pm	Integrated Asset Management	Carmen Torres-Nisbet
1:50 – 2:05 pm	FY07 Closeout/FY08 Startup	Gene Griffith
2:05 – 2:15 pm	Break	All
2:15 – 2:30 pm	Resources Management Workshop Recommendations Status	Susan Cooper
2:30 – 2:55 pm	Outlook Tips and Tricks and Q&A Session	Joan Kelley
2:55 – 3:00 pm	Questions/Wrap Up/Upcoming Topics	Amy Radford



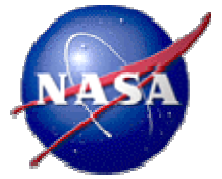
Welcome

Kathy Ferrare
4-3776

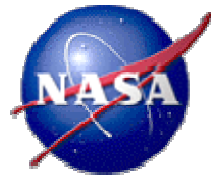


Human Capital Information Enterprise Demo

Lois Alliss
4-2509



Portal Demo



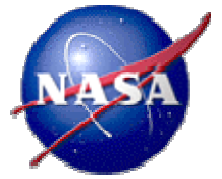
Integrated Asset Management

Carmen Torres-Nisbet
4-6332

<http://iam.larc.nasa.gov/index.cfm>



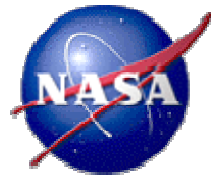
Background



- NASA's assets include land, buildings, aircraft, space vehicles, computers, software, plant equipment, chemicals, supplies, and hazardous waste
- Asset Management represents the asset life cycle around which the Asset Management system framework will evolve: Plan, Acquire, Maintain, and Dispose
- Integrated with SAP Core Financial
- Three Releases scheduled initially:
 - Release 1: Inventory Management
 - Release 2: Property Management
 - Release 3: New Functionality
 - Aircraft Management
 - Environmental Management



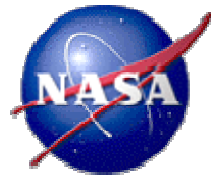
Background (cont.)



- Audit Findings
 - NASA internal controls over Property, Plant and Equipment (PP&E) were identified as a material weakness identified by the Government Accountability Office (GAO)
 - PP&E totals approximately \$34.6 billion and comprises more than 75 percent of NASA's assets
 - NASA is challenged with respect to properly accounting for PP&E located at contractor facilities—which accounts for \$8.5 billion or about one-fourth of NASA's reported PP&E totals (\$34.6 billion), including materials
 - NASA lacks the integration and functional capabilities needed to produce timely, reliable financial and logistics information to effectively manage program and mission assets



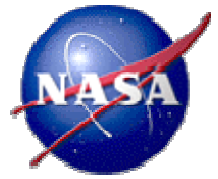
Background (cont.)



- In June 2005, the NASA Administrator directed IEMP and the Asset Management Functional Owners to:
 - Develop an updated development and deployment strategy, to include alternative system implementation approaches
 - Work closely with the Office of the Chief Financial Officer to align the new asset management solution with financial management requirements
- Decision was made to pursue Property Management
- On May 17, 2007, the IEMP Program Management Council (PMC) approved the IAM PP&E Project to move forward to the implementation phase with the new budget and schedule



IAM PP&E Module Project Overview

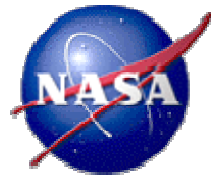


- Automated asset management system will provide:
 - Agency-wide accountability and visibility of PP&E assets utilized by all NASA installations, programs, and projects
 - Additional capability for the financial management of capitalized personal property to enhance the Agency's ability to meet requirements for financial reporting
- Scope includes logistics and financial management of NASA-owned accountable personal property including equipment, software, theme assets, leased personal property, and work in progress assets
- Does not include the management of:
 - Real property
 - land, buildings, other structures and facilities, leased real property, leasehold improvements, and modifications to real property
 - Operating materials and supplies

NOTE: IAM PP&E Module Project is a 'module' of the previous IAM Project effort



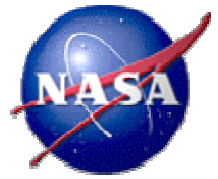
IAM PP&E Module Project Overview (cont.)



- Assets are defined as having the following criteria:
 - Estimated useful life of 2 years or more
 - Not intended for sale in the ordinary course of operations
 - Acquired or constructed with the intent of being used or being available for use by the entity
 - Capitalized
 - Internal use software with a unit acquisition cost of \$1,000,000 or more
 - All other PP&E with a unit acquisition cost of \$100,000 or more
 - Non-capitalized
 - Internal use software with a unit acquisition cost under \$1,000,000
 - Sensitive PP&E with a unit acquisition cost of \$500 or more, but less than \$100,000
 - All weapons or hazardous devices
 - All other PP&E with a unit acquisition cost of \$5,000 or more but less than 100,000



IAM PP&E Module Project Overview (cont.)



- Business processes within this scope includes the following:
 - PP&E Logistics Management: tracking, operational status, inventories, cannibalizations, transfers, bar coding, loans, leases, borrows, grants, long term storage, and dispositions (utilizations, transfers, donations, sales, disposals, etc.)
 - PP&E Financial Management: valuation of PP&E (includes capitalization and depreciation), WIP, donations, transfers, and disposals (write-offs and/or sale proceeds)
- Two Agency-wide legacy systems will be replaced:
 - NASA Equipment Management System (NEMS)
 - NASA Property Disposal Management System (NPDMS)
- IAM PP&E Project is an Earned Value Management (EVM) Pilot Project under the direction of the Office of Chief Engineer



Expected Benefits



Objectives	Expected Benefits
<ul style="list-style-type: none">• Integrate processes between PP&E functional and PP&E financial	<ul style="list-style-type: none">• More accurate and timely valuation of PP&E• Improved audit trail for capitalized PP&E• Reduced manual processes among multiple systems• Standardization for both NASA-held and contractor-held data and processes enabled
<ul style="list-style-type: none">• Improve usability and operability of the technical solution	<ul style="list-style-type: none">• Reduced Agency operational costs• Improved data consistency by eliminating redundant data across multiple systems• Reduced need for manual postings and processes
<ul style="list-style-type: none">• Improve PP&E financial management	<ul style="list-style-type: none">• Improved Financial audit trail supporting financial statements• Improved capitalization and depreciation processes• Improved work-in-process (WIP) valuation for NASA-held and contractor-held PP&E
<ul style="list-style-type: none">• Improve PP&E functional management	<ul style="list-style-type: none">• Improved re-utilization of assets enabling minimized procurement activities• Improved physical inventory reporting of all accountable property• Reduced loss-initiated survey process for lost, stolen, or damaged PP&E

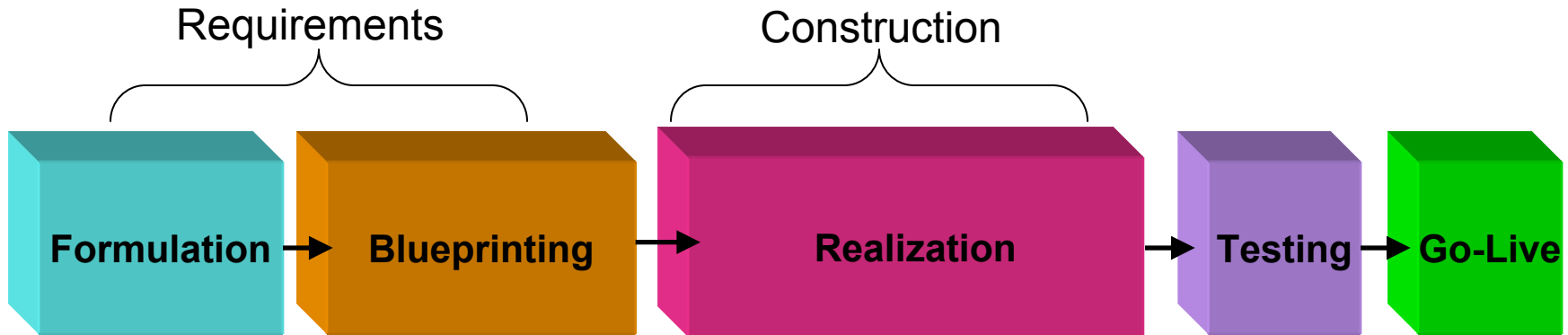


Traditional Development Process



Financial Users' Network

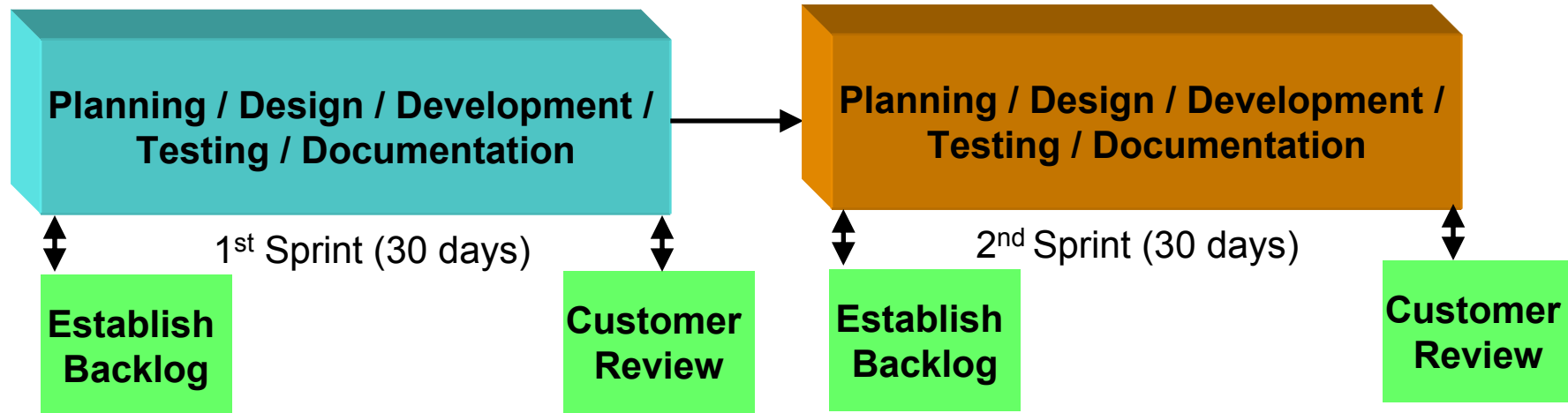
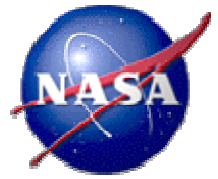
Langley Research Center



- Difficult to know all the requirements upfront
- Difficult to incorporate changes in requirements later
- Lack of feedback from the project stakeholders and customers prior to implementation
- Inefficient hand-offs (functional to development; development to test; project team to customers)
- Poor communication regarding project status
- Many customer needs are not met



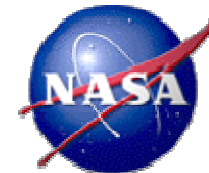
Scrum Development Process



- Requirements are gathered in an incremental manner
- Easier to accommodate changes to requirements throughout lifecycle
- More involved stakeholders and customers providing frequent feedback
- Inefficient hand-offs between teams are eliminated
- Obstacles are quickly identified and removed
- Progress becomes immediately visible
- Customers are empowered to drive solutions that meet their needs

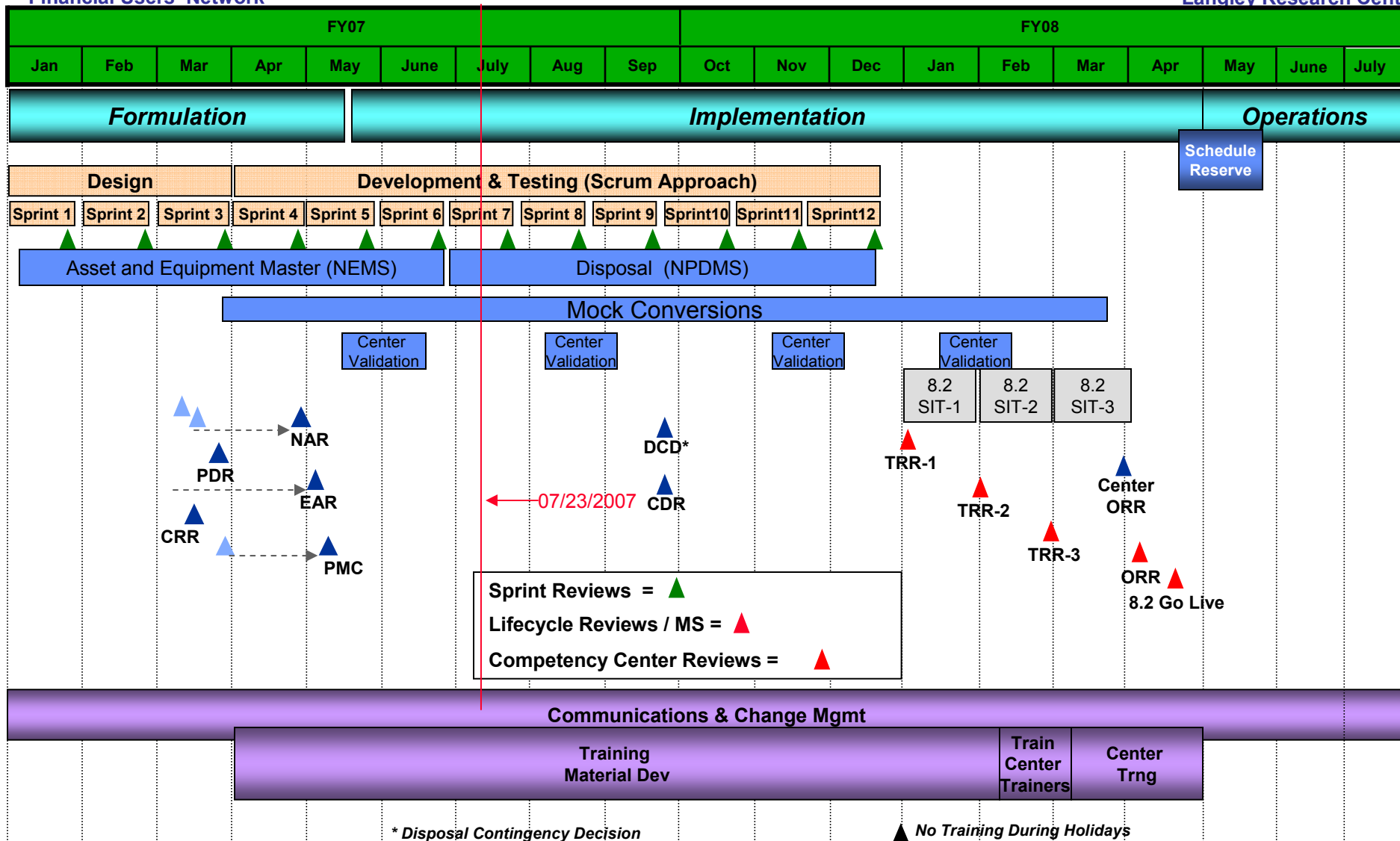


Baseline Schedule



Financial Users' Network

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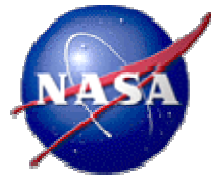


* Disposal Contingency Decision

▲ No Training During Holidays



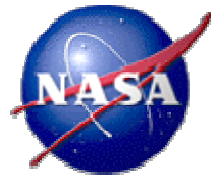
Description / Functional Scope



SAP Asset Master <i>Property Accounting</i>	SAP Equipment Master <i>Logistics</i>	N-PROP <i>Custodians, End Users</i>	N-PROP Disposal <i>Disposal Management</i>
<ul style="list-style-type: none">•Create Assets (NH & CH Fabrication, NH & CH Acquired, FOS, Capital Leases)•Change/Display Assets•Transfer•Capitalization•Depreciation•Retirement•Reporting (R/3, BW)	<ul style="list-style-type: none">•Create Equipment (Email)•Change/Display Equipment (Includes Transfers)•FOS•Retagging•Survey•Cannibalization, Modification•Deactivation (Email)•Inventory Campaign•Reporting (R/3, BW)	<ul style="list-style-type: none">• Display Property• Change Location, Custodian (WF), or End User (WF)•Tag Requests (Email)•Removal Passes (WF)•Find/Search Reporting•Excess Request (WF)•Excess Shopping (Email)•Reporting (Web)	<ul style="list-style-type: none">•Request for Excess (Create)•Display / Change / Cancel•Excess to Screening•Utilization (NASA)•Utilization (Non-NASA)•Donation•GSA Sales (including Pictures)•NASA Sales•Final Disposition (AD&D, DRMO, Survey)•Reporting (Web, BW)



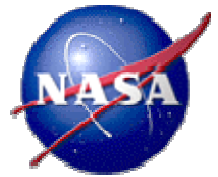
N-PROP



- Web-based Application
- Real time interface to SAP
- Property Custodians and End Users
 - 413 Property Custodians
 - 1587 End Users (both Civil Servant and Contractor)
- Functionality
 - Property Custodians and End Users will be able to:
 - view property list
 - download property list in Excel or PDF
 - transfer equipment
 - change location (building and room)
 - generate reports to see if specific equipment is available within the agency



N-PROP: Property List and View/Change Account



1) The **Property List** will display once the custodian/end user selects the Property List option

2) Clicking the **Detail** button allows the user to access the dropdown screen. The screen is called the **Item Detail**. In this new area, the custodian/end user has the opportunity to update location, transfer the equipment, etc.

3) The custodian/end user has the option to download the property list to either an Excel spreadsheet or an Adobe PDF

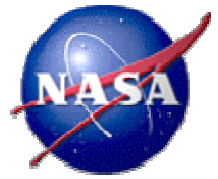
Select	ECN	Item Name	Manufacturer	Model No	Serial No
<input type="checkbox"/>	A234569	TEST EMAIL FIELDS -	HERR-VOSS CORP	T560	356
<input type="checkbox"/>	A234600	Missile	123	1234	12345
<input type="checkbox"/>	A777778	Art's testing equipment master	DUNN COMPUTER CORP	A1	1234567-890
<input type="checkbox"/>	B112233	Aircraft SR-71	Unknown	Blackbird	1

Item Detail	
Model Number:	Blackbird
User ID:	000000003
Previous ECN:	
FSC/NSN:	9440
Cost:	\$89,898.00
Year Manufactured:	2002
Custodian Name:	NPROP CustodianA
Custodian Account:	77777
Business Area:	62 - Marshall
Sub Installation:	08
User Comment:	New Comment xyz40
End User Name:	NPROP EndUserA

Select	ECN	Item Name	Manufacturer	Model No	Serial No
<input type="checkbox"/>	D987654	NPROP Data 10 - NC	ACE GLASS INC	ACE 1234	912 GF
<input type="checkbox"/>	D987655	NPROP Data 11 - NC	ACE GLASS INC	ACE 5897	ACE 123456
<input type="checkbox"/>	D987656	NPROP Data 12 - NC	ADC TELECOM F-ADC MAGNETIC	XY123456789	XP 123 MM



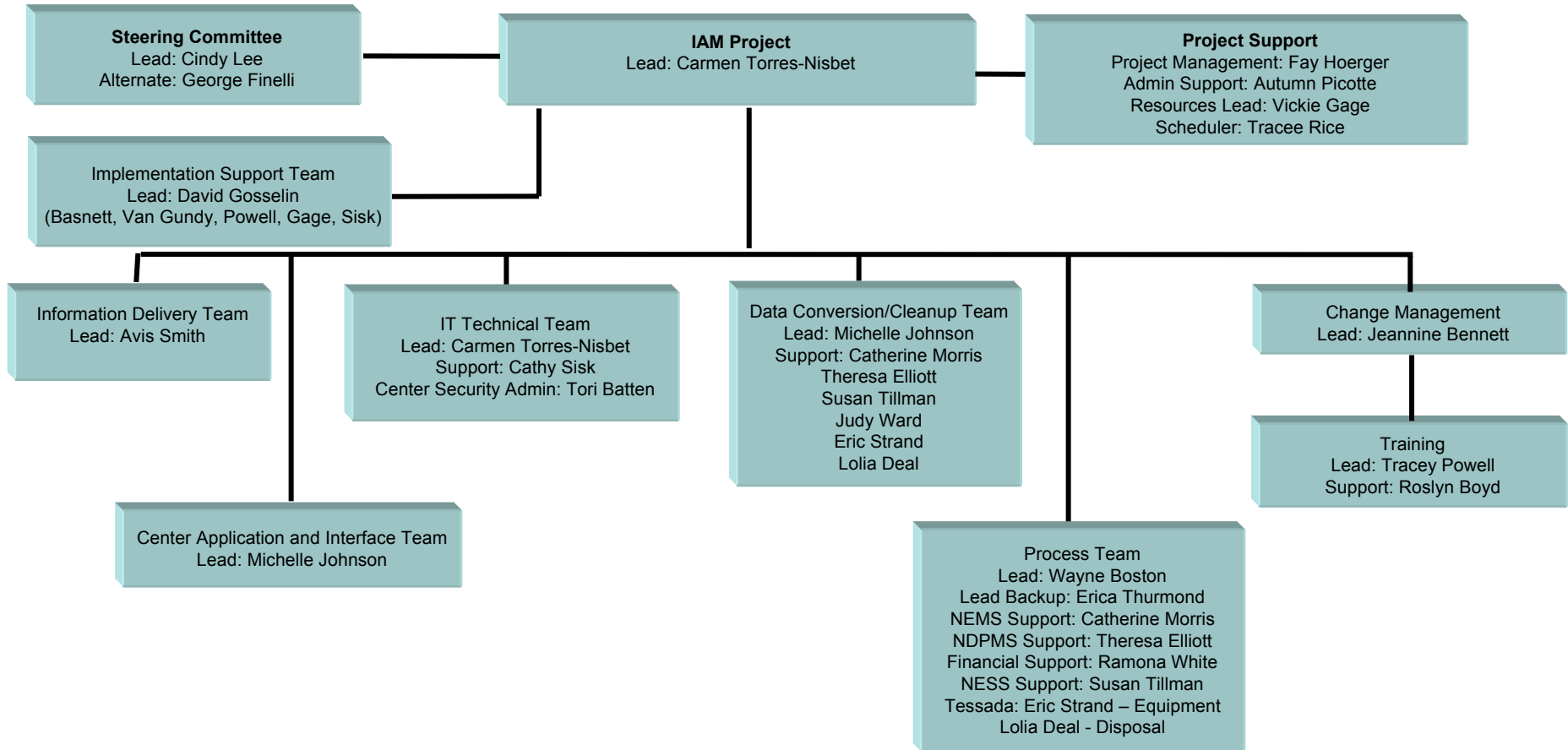
Unique Capital WBS



- Improve NASA's Internal Controls and Overall Effectiveness of Lifecycle Management for PP&E
- Implement the Policy and Process scheduled for October 2007 Release 8.1
 - Currently, proposed only for new projects and contracts
- Scope of 8.1 release change to IAM
 - No major changes required to Core Financial for IAM
 - Add capital asset identifier to MdM
 - Add capital asset identifier to SAP interface for reporting
 - Identify capital asset identifier reports
- Scope of 8.2 release change to IAM (scheduled for April 2008)
 - Invoke Investment Profile
 - Set up Assets Under Construction
 - Establish Settlement rules
 - Set up Asset Master shell
 - Collect costs
 - Capitalization of capital assets
 - Depreciation of capital assets
 - Transfers of capital assets
 - Retirements of capital assets

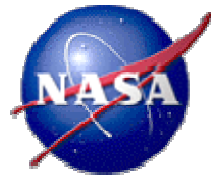


LaRC IAM Project Organization Chart





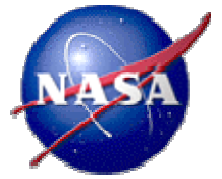
Status



- Held a team kickoff – January 25
- Participated in Sprints 1 (January) – 6 (June) through WebEXs
 - Recorded Sprints 3 - 6
- Participated in Center Data Validation at Huntsville the week of May 14
 - Eric Strand
- Presented to the Center Leadership Council – June 4
- Participated in Financial Sprint 6 activities at Huntsville the week of June 11
 - Ramona White
- Approved Project Plan on June 14
- Attended a CIPM/Business Readiness (BR – formerly Change Management) Face-to-Face at Huntsville June 20-21
- Attended the Disposal kick-off WebEX – June 25



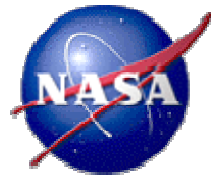
Status (cont.)



- Completed IAM Web site – July 9 production
 - <http://iam.larc.nasa.gov/index.cfm>
- Identified Center-unique reports for future gap analysis
- Presented at the monthly IEMP Business Owner Process Meeting
- Participated in bi-weekly Business Readiness (formerly Change Management) telecons
- Participated in weekly Center Implementation Project Management (CIPM) telecons
- Participated in monthly Steering Committee Telecons/VITS
- Performed Monthly Risk Reviews
- Submitted Monthly Status Report (MSR) for October - June



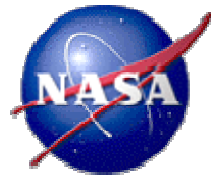
How can you help?



- Make your organization aware of the Web-based application N-Prop
- Support CODs requests for assistance pertaining to equipment accountability
- Distribute Monthly Business Readiness Bulletin within your organization
- Excess equipment that is no longer needed
 - Saves from converting old equipment not being used
- Review the communication that will come out in August



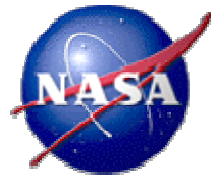
Next Steps

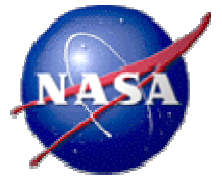


- Participate in the Monthly IAM PP&E Sprint WebEX reviews
 - Sprint 7 scheduled for July 26
- Review level 5 detailed requirements after each Sprint
- Attend the Financial Sprint activities the week of July 23, August 27, October 15, and December 10
 - Ramona White
- Attend the Disposal Sprint activities the first week in August, September, and October
 - Theresa Elliott
- Participate in Center Data Validation the week of August 13
 - Cathy Morris
- Participate at the weekly CIPM telecons
- Participate at the bi-weekly Business Readiness telecons
- Start outreach activities to the Center
- Submit the MSR



Questions



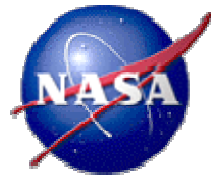


FY07 Closeout/FY08 Startup

Gene Griffith
4-3266



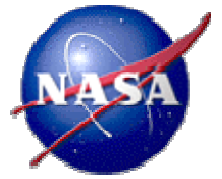
Closeout/Startup Committee



- Committee Chair – Gene Griffith
- Committee established
 - Next meeting date is July 31, 2007
 - Will begin meeting weekly in August
- Received draft Agency closeout schedule
- Purchase requests and Bankcard cutoff dates have been communicated



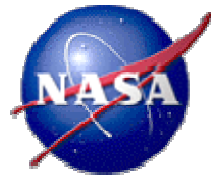
Key Cutoff Dates



- Bankcard
 - Last day to use non-expiring funds is September 14
- Purchase Requests
 - Requirements up to \$3,000 that cannot be purchased via Bankcard should be received no later than August 31, 2007
 - Funding actions on existing contracts should be received no later than August 24, 2007
- It looks like SAP goes down on September 30 and opens on October 10
 - However, this is currently being discussed

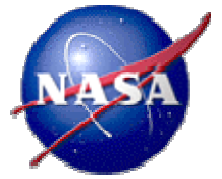


Questions

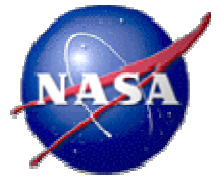




Break



***Please be back
in 10 minutes***



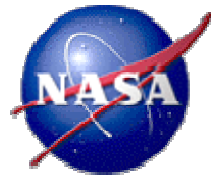
Resource Management (RM) Workshop Recommendations Status

Susan Cooper
4-2989



Agenda

(RM Analyst Workshop Recommendations Status)



- **Background**

- RM Workshop Review
 - Purpose
 - Dates

- **Workshop Conclusions**

- Efficiencies of RM Community Unrelated to Organizational Structure
- Root Cause of Inefficiencies Categorized as:
 - Communication
 - Inclusion
 - Trust
 - Education

- **Workshop Outcomes**

- Organizational Recommendation ACCEPTED !
- CITE Logo
- Recommendations success status

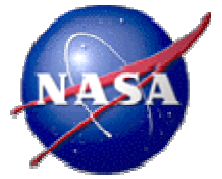
- **Questions ?**





Agenda

(RM Analyst Workshop Recommendations Status)



- **Background**

- RM Workshop Review
 - Purpose
 - Dates

- **Workshop Conclusions**

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- Root Cause of Inefficiencies Categorized as:
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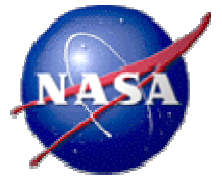
- **Questions ?**





Background

(RM Analyst Workshop Recommendations Status)



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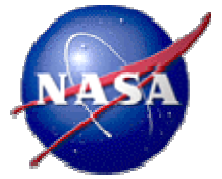
- RM Analyst Workshops sponsored by Cindy Lee, Executive Sponsor for Workforce Adaptability Strategic Objective
 - OD concern about efficiency/effectiveness of Center resource management community
 - Reorganization of the RM community was under consideration to address this concern
 - Three RM workshops, sponsored by D. Bowles, D. Gosselin, and G. Finelli, were conducted
 - Included senior-level analysts from across the Center (OCFO, Projects, Business, Service Pools)
 - Workshops conducted on 12/1/06, 1/12/07, and 1/29/07





Workshop Conclusions

(RM Analyst Workshop Recommendations Status)



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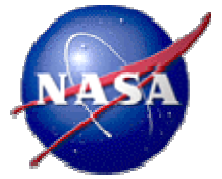
- After performing a number of exercises, including evaluation of alternate resource management organization models, the group concluded that
 - While the RM community can work effectively to accomplish our financial mission in *any* organizational structure (all OCFO; small CFO; current structure), we are not as efficient as we could be
 - The root causes of our inefficiencies are *not* related to organizational structure
 - Inefficiencies were categorized into four areas:
 - Communication
 - Inclusion
 - Trust
 - Education





Workshop Outcomes

(RM Analyst Workshop Recommendations Status)



Financial Users' Network

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- Senior Management has accepted our recommendation -- the Resources Management community will *not* be reorganized to improve our efficiency
- Our recommendations are being considered and addressed as follows. Meetings to discuss and act on recommendations have been held with Ken Winter, Catherine Prohaska, and Cindy Lee:
 - As a meaningful reminder to our community of the findings derived from the RM workshop and work on improving our efficiency, the CITE logo will be adopted for usage in communications to remind us to:
communicate clearly and explain assumptions; **i**nclude all relevant and affected members; **t**rust one another; and **e**ducate to promote consistent skill levels





Workshop Outcomes

(RM Analyst Workshop Recommendations Status)



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Remaining Recommendations

Status:

- | | |
|--|--|
| 1. Clearly state purpose and intent of data request | 1. Accepted – promote CITE logo as reminder |
| 2. Clearly explain the assumptions that are in the data you provide others | 2. Accepted – promote CITE logo as reminder |
| 3. Continue cross-organizational meetings | 3. Accepted – Cross-organizational meetings will be continued |
| 4. Document decisions made by OD, CLC and OUMs | 4. (a) CLC minutes captured and posted on-line @ http://slc.larc.nasa.gov/meetingminutes.cfm
Accepted (b) War Room scrum minutes not taken; however, meetings are open to the analysts.
(c) Cindy Lee will actively promote communication of decisions with CLC |
| 5. Clear understanding that RM encompasses Procurement, Travel, Labor | 5. Accepted Address expectations in Education at all personnel levels; ensure the P.A.s educate management as necessary as part of our job |



Workshop Outcomes

(RM Analyst Workshop Recommendations Status)



Financial Users' Network

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Remaining Recommendations

6. Expand RMO Focal Point meeting to include all Program Analysts
7. Explore RM “ombuds” position
8. Recommend briefing affected business personnel immediately following decision
9. Facilitate discussions to document day-to-day roles
10. Accept accountability for decisions
11. Create RM 101/102/103
12. Focus FUN forum on tools/processes

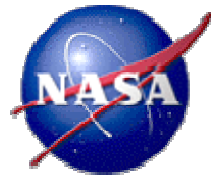
Status:

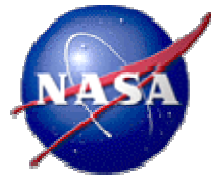
6. **Accepted** - RMO Focal Point meeting will be expanded to include all Program Analysts on a Quarterly basis.
7. **Accepted** - Dee Poupard to serve informally as a “focal point” for communication relative to concerns over RM activities
8. **Accepted** - Cindy Lee will actively promote this communication within CLC
9. **Pending** action and discussion with Amy Radford/Rhonda Smith
10. **Accepted** as part of clear communications
11. **Pending** action and further discussion with Kathy Ferrare
12. FUN forum **accepted** as within our control to focus as needed





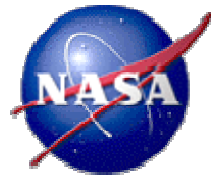
Questions



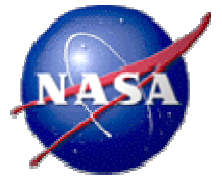


Outlook Tips and Tricks and Q&A Session

Joan Kelley
4-4418



Outlook Demo Session

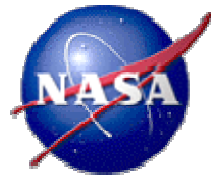


Questions/Wrap Up/Upcoming Topics

Amy Radford
4-6081



Questions/Wrap Up/Upcoming Topics



- Questions?
- Next meeting – September (date TBD)
- Topics for next meeting?